

# **ALP NATIONAL POLICY FOR BULLYING AND HARASSMENT PREVENTION AND RESPONSE**

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## 1. PRINCIPLES

- 1.1. This policy is to be read alongside the accompanying National Code of Conduct, which sets out the overarching principles within which the Australian Labor Party (ALP), its members, employee, and volunteers are committed to operate. It sits alongside, and is complementary to, the National Policy for Sexual Harassment Prevention and Response.
- 1.2. The ALP is the party of equality. All people are entitled to respect, equality, dignity and the opportunity to participate in society free of harassment and receive the protection of the law regardless of their origins, perceived race, religion, sexual orientation, gender identity, disability, age or ethnicity. These same principles apply to all those participating in the democratic processes of the Party.
- 1.3. ILO Convention 190 – Violence and Harassment in the World of Work recognises the fundamental right of every worker to be free from all forms of violence and harassment at work, regardless of their employment type. This includes volunteers, contractors, casuals, trainees and apprentices.
- 1.4. Consistent with the Convention, the ALP stands against work related gendered violence, in all its forms, bullying and other types of inappropriate behaviour, which are prohibited and will not be tolerated.
- 1.5. Workplace bullying and harassment can cause physical, emotional, sexual, psychological and economic harm. Victims, survivors and complainants in many workplaces have historically been silenced and left unsupported. We strive to create a strong and positive workplace culture, and commit ourselves to the creation of policies, training and grievance procedures that will effectively protect complainants when allegations of harassment are made.

## 2. PURPOSE AND SCOPE

- 2.1. The ALP believes in an organisation, and a community that is safe and inclusive for everyone and that taking positive steps to prevent bullying and harassment is important.
- 2.2. We recognise that simply having a policy or code is not enough and that as an organisation we must ensure that steps are taken to create a supportive and positive culture, to improve awareness, to provide training (and mandate training where appropriate) and to put in place robust systems and processes to deal with allegations and complaints of bullying and harassment.
- 2.3. This policy applies to Party members, elected ALP parliamentary representatives, officials (paid and unpaid), staff, contractors, volunteers and any person who attends an ALP gathering or event. Bullying or harassment at

any ALP associated event, venue or workplace will not be tolerated and will be addressed.

### **3. WHAT IS BULLYING?**

- 3.1. Bullying is misconduct and can be, but is not restricted to:
  - 3.1.1. repeatedly making demeaning jokes or belittling remarks about a person;
  - 3.1.2. threats, intimidation, stand-over tactics and coercion;
  - 3.1.3. verbal abuse or degrading language or gestures aimed at an individual;
  - 3.1.4. yelling or screaming at an individual;
  - 3.1.5. abuse of supervisory or managerial authority; and
  - 3.1.6. unjustified threats of disciplinary procedures.
- 3.2. Bullying is not:
  - 3.2.1. differences of opinion;
  - 3.2.2. non-aggressive conflicts;
  - 3.2.3. problems in working relationships;
  - 3.2.4. reasonable performance management;
  - 3.2.5. robust intellectual debate; or
  - 3.2.6. constructive feedback.

*This list is not exhaustive.*

### **4. WHAT IS HARASSMENT?**

- 4.1. Harassment is misconduct and can be, but is not restricted to:
  - 4.1.1. unwanted physical contact;
  - 4.1.2. repeated offensive comments, including insults, verbal or physical threats;
  - 4.1.3. spreading rumours about a person;
  - 4.1.4. breaching the privacy of a person, for example by disseminating personal information without their consent;
  - 4.1.5. posting offensive comments in public forums about a person;
  - 4.1.6. repeated shouting, insults, threats, disparagement or intimidation;
  - 4.1.7. purposefully isolating a person from normal party business, conversations or events;
  - 4.1.8. making offensive remarks about a person based on their sex, gender identity, marital status, religious belief, ethical belief, colour, race, ethnic or national origin, disability, age, political opinion, employment status, family status or sexual orientation;

- 4.1.9. deliberately mimicking the way a person speaks, making jokes about their race, calling a person by a racist name, deliberately pronouncing a person's name incorrectly, or deliberately mis-gendering a person;
- 4.1.10. repeatedly following a person;
- 4.1.11. unreasonably and persistently contacting or attempting to contact a person by any means;
- 4.1.12. interfering with a person's property.

*This list is not exhaustive.*

## **5. ACTIVE BYSTANDER INTERVENTION**

- 5.1. The ALP encourages and values safe active bystander intervention by Party members to prevent or stop bullying or harassment from occurring or continuing.
- 5.2. The steps involved in safe active bystander intervention are:
  - 5.2.1. noticing the situation – paying attention to what is going on nearby;
  - 5.2.2. deciding whether someone might need help;
  - 5.2.3. checking with people around if unsure;
  - 5.2.4. accepting responsibility to take action – not assuming someone else will act; and
  - 5.2.5. making a plan to step in, without being aggressive or putting oneself or others in danger.

## **6. SUPPORT**

- 6.1. A member who alleges bullying or harassment by a member of the ALP, and any person who alleges that bullying or harassment took place at an ALP gathering or event, is entitled to a respectful response from the ALP.
- 6.2. Part of the resolution process is ensuring that a complainant has been adequately supported and is aware of available reporting options. This may involve referral to counselling or other avenues of professional advice and assistance, with the consent of the complainant.
- 6.3. Appropriately trained Party members can support a person who has experienced bullying or harassment by:
  - 6.3.1. listening without interrupting;
  - 6.3.2. letting them express how they feel and respecting the words they use in reference to the incident;
  - 6.3.3. acknowledging the person's distress and that it may be difficult for them to discuss it;
  - 6.3.4. respecting their decisions;

6.3.5. letting them know that the ALP takes bullying and harassment seriously; and

6.3.6. directing them to the available support services and reporting options.

## **7. RESOLUTION AND COMPLAINTS**

7.1. Different methods of resolution may be used to resolve potential complaints of harassment and bullying, depending on the nature of the allegations, the seriousness of the alleged behaviour, and the wishes of the complainant.

7.2. The process to handle and resolve complaints, either formally or informally, is outlined in the ALP's National Complaints Handling Policy.

## **8. MONITORING AND EVALUATION**

8.1. The ALP recognises the importance of monitoring this bullying and harassment policy. The ALP will finalise a reporting mechanism to capture anonymously the number of incidents, how they were dealt with, and any recommendations made. This will be done on a yearly basis. As a result of this report, the ALP will evaluate the effectiveness of this policy and make any changes needed.